



SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

FINANCIAL SERVICES DIVISION

Payment of Court-Ordered Fine, Fees, and Penalty Assessments

You have been ordered by the court to pay a fine for the violation committed. Your fine balance may include Booking Fees, Court-Appointed Counsel fees, Victim Restitution, Probation Cost, Fines and Assessments.

**Do Not Leave The Office Without Paying Your Case In Full Or
Discussing Your Case With A Financial Services Officer.
We Accept Credit Cards, Cash, Checks And Western Union.**

If you do not pay the amounts as ordered by the Court, a warrant for your arrest may be issued for a violation of your probation terms and you may go to jail, or additional fees may be added to your case. Your wages may be garnished, or a lien on your property may be filed to collect the amounts due.

Complete the Financial Statement or Financial Services Verification Form

You must fill out the form completely and return it to the clerk at the window. Credit history verification through a national credit bureau may also be required.

Processing Time

All individuals will be called in the order that the verification form has been turned in. If you should leave the office and your name is called, you will lose your place.

Questions:

All questions related to establishing payment plans on your case should be directed to the Financial Services Officer only.

Disputes:

We are not here to change the Judge's order(s.) In fact, the Financial Services Division is here to assist in enforcing the order(s) by collecting the amounts due in full.

PAYMENT IN FULL IS DUE TODAY.

LOCAL RULE 1.0220 PAYMENT OF COURT-ORDERED FINANCIAL OBLIGATIONS

All court ordered financial obligations, including fines, fees, cost of probation and victim restitution, are to be paid forthwith or in a manner to be determined by the courts' Financial Services Division.

(Added 4-25-98, eff. 7-1-98)

If you do not pay in full today, you will be expected to make a down payment today.

A \$35.00 administrative fee will be added to each case for time payments.

Balances of \$500 or less will be set at a payment plan not less than \$75.00 per month. Financial Services will conduct a financial evaluation to lower the payment plan **ONLY** if all documents are provided to Financial Services and financial hardship is demonstrated.

Documents Needed To Document Financial Hardship:

- Picture ID
- Copy of Pay Check Stubs (3 Most Current)
- If Self-employed – Copy of Income Tax Returns
- Proof of County Aid (SDI, SSI, AFDC, FOOD STAMPS)
- Copy of Unemployment Benefits
- Copy of General Assistance
- Proof of Dependents
- Copy of Rent/Lease/Mortgage Agreement
- Letter of Support (benefit letter from EDD may also be required)
- Checking/Savings Account Bank Statements
- Utilities (Gas, Light, Water, Electricity)

The Financial Services Officer will review the documentation and determine whether:

- the amounts ordered must be paid in full today, or
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- you are eligible for time payments (the Officer will also establish the amount and due dates of the time payments)

YOU WILL NOT RECEIVE A MONTHLY STATEMENT

Payments Must Be Made On Time.

If Payments Are Made By Mail, The Payment Must Be Mailed 7 Days Prior To The Due Date.

A Warrant For Your Arrest May Be Issued If You Do Not Pay As Per The Court's Order.